
NOvA Bylaws Committee Report

October 2, 2004

*Dave Ayres
for the Bylaws Committee*

Committee Members

Dave Ayres (Chair)

Debbie Harris

Sacha Kopp

Scott Menary

Jeff Nelson

Mark Thomson

Charge

The committee is charged with formulating a preliminary plan for the collaboration organization to be discussed at the May meeting, with proposed detailed bylaws to be presented at and voted on at the following meeting.

Since the May NOvA meeting

- Revised draft Bylaws in response to comments at the May meeting (list of changes below): Version 2.1 (May) → Version 2.2 (Sept)
- Consulted with Bylaws Committee, John, Gary & Peter
- Revised schedule for approval and elections and then distributed Version 2.2 draft Bylaws to the collaboration

Basic Features of Draft

(revised from May meeting)

- **Institutional Board:** *One member from every institution**
 - « Eventually treat small institutions differently
 - « *Chair elected for 2 year term*
 - « Runs collaboration-wide Email elections for Co-Spokespersons and Executive Committee – *with the help of an Election Board*
 - « Decides membership issues and Bylaws Amendments
- **Two Co-Spokespersons (with no Deputy)**
 - « Elected for interleaved 2-year terms
 - « Responsible for scientific, financial and organizational policy
- **Executive Committee:** 7 elected members , including 1 “young member,” plus Co-Spokespersons and IB Chair
 - « 7 members elected for interleaved 2-year terms
 - « Advises Co-Spokespersons on policy issues
 - « Decides publication policy, appoints Speakers’ Bureau
- **Co-Spokesperson and Executive Committee Elections:**
 - « *Email elections with one vote per elector per vacant position*
 - « *Runoff elections for positions where no candidate gets a majority*
- **Authorship policy:** to be decided later, by IB

** Italicized text indicates changes from May draft*

Bylaws Changes Since May Meeting Draft

- New Preamble section describes schedule and procedures for Bylaws approval and initial round of elections
- Moved material in Article 4 (Other offices, ...) elsewhere; deleted old Art 4
- Added 3-person Election Board, chaired by IB Chair, to run elections
- Removed IB meeting attendance quota and made most IB votes by majority
- All institutions, including Fermilab, have one IB member each
- Term of IB Chair changed to 2 years
- Description of Qualified Electors moved to new Article (8), which requires institutions to update elector lists once per year
- Separated elections for Co-Spokespersons (June) and Executive Committee Members (August)
- Email elections are no longer by instant runoff method, so separate runoff elections may be needed
- IB no longer required to certify Executive Committee election results
- IB can recall individual EC members instead of recalling entire EC
- Clarified Co-Spokespersons' responsibilities for leadership appointments
- Many small, non-substantive wording changes

Preamble Schedule for Bylaws Approval and Elections

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- October 2004 NOvA meeting.
 - « Discussion of Version 2.2 by full collaboration and by the IB
 - « IB provides input for final Bylaws draft
 - « IB approves procedures and schedule for Bylaws approval
 - November 2004. Bylaws Committee sends a new draft to the IB, incorporates suggestions and iterates. Final draft distributed to the collaboration at least two weeks before the January NOvA meeting.
 - January 2005 NOvA meeting.
 - « IB approves Bylaws
 - « IB approves Election Board membership
 - « IB approves procedures and schedules for initial Co-Spokesperson and Executive Committee elections
 - February-March 2005. NOvA institutions update membership lists and submit lists of qualified electors to IB Chair.
 - April-June 2005. Email nominations and elections for two Co-Spokespersons and seven Executive Committee members.
 - January 2006. IB elects (or re-elects) its Chairperson.

Accelerated Schedule for Bylaws Approval and Elections

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- October 2004 NOvA meeting.
 - « Discussion of Version 2.2 by the full collaboration and by the IB
 - « IB approves Bylaws
 - « IB approves Election Board membership
 - « IB approves procedures and schedules for Co-Spokesperson and Executive Committee elections
 - November-December 2004. NOvA institutions update membership lists and submit lists of qualified electors to IB Chair.
 - January-March 2005. Email nominations and elections for two Co-Spokespersons and seven Executive Committee members.*
 - January 2006. IB elects (or re-elects) its Chairperson.
- *With this schedule, the IB might decide to change the Bylaws to have the annual Co-spokesperson and Executive Committee elections in January and March instead of in June and August.

Summary of changes between the Sept. 14 draft and the Oct. 4 Approved version

- **Schedules**
 - « Accelerated schedule adopted: Bylaws were approved at October 3 IB meeting!
 - « Co-Spokesperson/EC elections in January/March instead of June/August.
 - « Elected candidates take office when the IB Chair announces election results.
- **Institutional Board**
 - « Election Board is eliminated. IB Chair assumes all EB functions.
 - « IB no longer needs to approve slate of EC candidates.
 - « Removal of a Co-Spokesperson or EC member now requires $\frac{3}{4}$ approval.
- **Co-Spokespersons**
 - « Minimum of two nominations is now required to get on the ballot.
 - « Election requires a majority of votes cast, so there will be more runoffs.
- **Executive Committee**
 - « Number of candidates on ballot now equals number of vacancies + last-place nomination ties.
 - « Young EC member elected separately, at same time as Co-Spokesperson election.
 - « Young EC member now defined to be a graduate student or postdoc.
- **Collaboration Membership**
 - « Members and senior members no longer required to be physicists or engineers.